

**MAYOR AND COMMISSIONERS**  
**TOWN OF NORTH EAST**  
**106 S. MAIN STREET**  
**NORTH EAST, MARYLAND 21901**

**December 26, 2018**

The Town Meeting was called to order by Vice Mayor Michael Kline at 7:00 P.M. Present were Commissioners Hilary Crothers-Moore and Ray Mitchell. Also present were Town Administrator Melissa B. Cook-MacKenzie and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Mayor Robert F. McKnight, Commissioner Cynthia Billig, Maintenance Supervisor Phillip Meekins, Chief of Police Darrell Hamilton and the Director of Finance and Administration Ken Natale.

The Pledge of Allegiance was recited and a moment of silence was observed.

**-OATH OF OFFICE-**

None.

**-APPROVAL OF MINUTES-**

A motion to approve the minutes of the December 12, 2018 meeting was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

**-PUBLIC HEARING-**

None.

**-GUESTS-**

None.

**-PUBLIC COMMENT-**

None.

**-INTRODUCTION OF ORDINANCES-**

None.

**-ADOPTION OF RESOLUTION AND ORDINANCES-**

None.

**-REPORTS-**

Commissioner Kline

Commissioner Kline reported he participated in the Residential Christmas Decorating Contest on Thursday, December 13, 2018.

Commissioner Mitchell

None.

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported to the Board the winners of the 2018 Residential Christmas Decorating Contest, Judging occurred on Thursday, December 13, 2018.

- First Place – 3 Redbud Court
- Second Place – 2 Greenbrier Court
- Third Place – 21 Mallory Way

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie entered into the record on behalf of the Director of Finance and Administration, Ken Natale the list of payments issued since the last Board Meeting.

Mrs. Cook-MacKenzie entered into the record on behalf of Commissioner Billig, the November 2018 Crime and Traffic Breakdown for the Town of North East Police Department.

Mrs. Cook-MacKenzie entered into the record on behalf of the Water Superintendent, Ron Carter the November 2018 report for the Rolling Mill and the Leslie Water Treatment Plants. Mrs. Cook-MacKenzie also advised in the future there will be water reports presented to the Board comparing the prior months and year's water production for comparison purposes.

Mrs. Cook-MacKenzie reported she attended the following meetings since the December 12, 2018 Town meeting:

- North East Chamber of Commerce Board meeting.
- Employee Luncheon.
- North East Chamber of Commerce Awards Dinner.

Mrs. Cook-MacKenzie requested for the Board to R.S.V.P to Stephanie Racine-Dean by Friday, January 4, 2019 regarding the Appreciation Dinner that will be held on Saturday, January 12, 2019 at the Upper Chesapeake Ballroom.

**-UNFINISHED BUSINESS-**

Financial Relief Program re: Water Leaks for First Time Customers

Mrs. Cook-MacKenzie requested that if the Board needs any additional information to render a decision regarding the possibility of offering a Financial Relief Program to the town's water customers, please contact her directly and she will get the additional information requested.

This will be further discussed, at the next town board meeting on Wednesday, January 9, 2019.

**-NEW BUSINESS-**

Cecil Nights in Annapolis, Thursday, January 10, 2019

Commissioner Kline asked the Board who would be interested in attending the Cecil Night in Annapolis on Thursday, January 10, 2019. After discussion, Commissioner Kline and Commissioner Mitchell will be attending the event at the Capitol.

**-MISCELLANEOUS-**

None.

**-APPROPRIATIONS-**

None.

**-BUSINESS FROM THE FLOOR-**


None.


**-ADJOURNMENT-**

With there being no further business to discuss, a motion to adjourn was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all. The meeting adjourned at 7:07 p.m.

Attest:

Respectfully submitted,

  
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Michael Kline, Vice Mayor

  
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Stephanie Racine-Dean, Town Clerk